



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

OCT 29 1997

Annis Upshur, Treasurer
Weyerhaeuser Political Action
Committee
33663 Weyerhaeuser Way South
Federal Way, WA 98003

Identification Number: C00007948

Reference: September Monthly Report (8/1/97-8/31/97)

Dear Ms. Upshur:

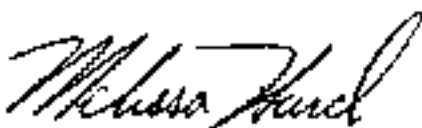
This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Please amend Schedule B supporting Line 23 by providing the purpose of the disbursement and address of the payee for each in-kind contribution made to a federal candidate or political committee. 11 CFR §104.3(b)(3)(ii) and (v)

-Schedule A supporting Line 11(a)(i) discloses contributions received through a payroll deduction plan. Generally, a committee's report must identify each contribution from an individual which in the aggregate exceeds \$200 during the calendar year. (2 U.S.C. §434(b)) For your information, instead of separate itemization, a committee using a payroll deduction plan may disclose the aggregate amount of contributions received from the contributor through the payroll deduction plan during the reporting period; the identification of the individual where the contribution exceeds \$200 in the aggregate during the calendar year; and a statement of the amount deducted per pay period. 11 CFR §104.8(b)

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 219-3580.

Sincerely,



Melissa Hurd
Reports Analyst
Reports Analysis Division

4. Itemized Disbursements: Schedule B

When to Itemize Disbursements

Regardless of Amount

Several types of disbursements must be itemized regardless of amount:

- Contributions to candidates and political committees;
- Loan repayments;
- Loans made by the committee; and
- Transfers to affiliated committees.

Note that refunds of contributions (Line 26 on the Detailed Summary Page) must be itemized on Schedule B only if the incoming contribution had to be itemized on Schedule A, as explained earlier in this chapter.²

Other Disbursements: \$200 Threshold
A disbursement that does not fall under one of the categories listed above (such as a donation to a nonfederal candidate) must be itemized if it exceeds \$200 when aggregated with other disbursements made to the same payee during the calendar year.

How to Itemize Disbursements

Separate Categories of Disbursements

Before beginning to itemize the committee's disbursements, separate them into the different categories listed on the Detailed Summary Page ("Operating Expenditures," "Contributions to Federal Candidates," etc.; an illustration of a completed Detailed Summary Page appears on page 35). The disbursements in each category must be itemized on a separate Schedule B designated for that category.

Indicate the type of disbursement itemized on a particular Schedule B by entering the corresponding line number from the Detailed Summary Page in the upper right corner of the schedule. The appropriate category of disbursement may also be written at the top of each page.

2. If the committee uses funds drawn from federal and nonfederal accounts to conduct an activity that supports both federal and nonfederal candidates, the committee must follow the allocation rules. See Chapter 10.

Some categories may require several pages. The total for each category should be entered on the bottom line of the last page for that category.

Itemized Information

Itemized disbursement information includes:

- Name of payee;
- Address of payee;
- Purpose of disbursement (a brief but specific description of why the disbursement was made—see Schedule B instructions and 104.3(b)(3)(ii)(B));
- Date of payment; and
- Amount. 104.3(b)(3); 104.9.

Additional Information on Candidates

Further information is required when itemizing a contribution to a candidate committee on Schedule B. Include the candidate's name and the office sought (including the state and, if applicable, Congressional district). When itemizing a contribution or loan to a candidate committee, specify the election for which the payment was made by checking the appropriate category in the election designation box, 104.3(b)(3)(v). See illustrations below.

CONTRIBUTIONS TO CANDIDATES

SCHEDULE B		ITEMIZED DISBURSEMENTS	
Contributions to Federal Candidates			
<small>Any contribution except from candidates and committees may not be sold or used by any person for the purpose of making contributions or for commercial purposes other than using the name and address of any political committee to solicit contributions from such committee.</small>			
NAME OF COMMITTEE OR FIRM Fund for a Better Government			
A. Full Name, Mailing Address and ZIP Code Holiday Plaza Hotel 1100 Burlington Avenue City, State ZIP			
Purpose of Disbursement Contribution for Bob Brooks, House candidate, 6th (State) Date received: 7/15/94 Description: In-kind			
Date Month Year Year Amount of Cash Disbursement Total \$878.70 (In-Kind)			

See pages 19 and 26 for information on how to determine the value of an in-kind contribution.

S. Full Name, Mailing Address and ZIP Code Citizens for Stan Smythe 3470 Bushmore Street City, State ZIP		Purpose of Disbursement Stan Smythe, House candidate, 11th (State) Date received: 7/15/94 Description: In-kind		Date Month Year Year Amount of Cash Disbursement Total \$150.00
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Itemize contributions to federal candidates regardless of amount.

S. Full Name, Mailing Address and ZIP Code Taylor for Congress 13 Main Street City, State ZIP		Purpose of Disbursement Maytie Taylor, House candidate, 2nd (State) Date received: 8/1/94 Description: In-kind		Date Month Year Year Amount of Cash Disbursement Total \$600.00
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See pages 15–16 for information on making post-election contributions to refine a candidate's debt.

Payments

Progress PAC pays the bills for the event from its federal account (or separate allocation account) and reports the payments on Schedule H4. (See Illustration.) Because the payments are in-kind contributions, the federal share of the costs is cross-referenced to a Schedule B for Line 23 and included in the total figure for Line 23 (Total Contributions to Federal Candidates) on the Detailed Summary Page.

On each page, the committee uses "Dinner-Dance 1994" (the unique identifier) as the name of the event, 106.6(e)(1). The "event year-to-date" figure represents the aggregate amount spent on the dinner-dance (to all payees) as of the date of payment. An illustration is provided here.

PAYMENTS (FUNDRAISING FOR CANDIDATES)

DISBURSEMENT SCHEDULE H4
OCTOBER 1994

JOINT FEDERAL/NON-FEDERAL
ACTIVITY SCHEDULE

PAGE	OF
FOR LINE 23	

NAME OF COMMITTEE
Progress PAC

1. FULL NAME, MAILING ADDRESS & ZIP CODE Bel-Air Hotel 2525 19th Street City, State ZIP	PURPOSE OF PAYMENT Ballroom rental: Dinner-Dance 1994	DATE 8/25/94	TOTAL AMOUNT \$1,000.00	FEDERAL SHARE \$500.00 MEMO See Sched. B for Line 23	NON-FEDERAL SHARE \$500.00
2. FULL NAME, MAILING ADDRESS & ZIP CODE Smith & Jones Entertainment Co., Inc. 18443 Old County Road City, State ZIP	PURPOSE OF PAYMENT Consulting: Dinner-Dance 1994	DATE 8/26/94	TOTAL AMOUNT \$868.40	FEDERAL SHARE \$434.70 MEMO See Sched. B for Line 23	NON-FEDERAL SHARE \$434.70

SCHEDULE B

ITEMIZED DISBURSEMENTS Contributions to Federal Candidates

Use separate columns
for each category on
Detailed Summary Page

PAGE **OF**
FORMING NUMBER
83

Any information disclosed from such Reports and Statements may not be sold or used by any person for the purpose of soliciting contributions or for personal purposes other than using the name and address of any person to apply for services from such committee.

NAME OF COMMITTEE (as Paid)
Progress PAC

4. Full Name, Mailing Address and ZIP Code Bel-Air Hotel 2525 19th Street City, State ZIP	Purpose of Disbursement Ballroom rental: Dinner-Dance 1994 Disbursement for <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (Specify)	Date Disbursed 8/25/94	Amount of Each Disbursement This Period \$500.00 (In-Kind) See Allocation Below
5. Full Name, Mailing Address and ZIP Code Jim Garret for Senate Campaign 339 S. Windsor Lane City, State ZIP	Purpose of Disbursement Jim Garret, Senate candidate, 4th (State) Disbursement for <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (Specify)	Date Disbursed 8/26/94	Amount of Each Disbursement This Period \$250.00 MEMO
6. Full Name, Mailing Address and ZIP Code Goldberg for Congress 94 9447 Marketplace Avenue City, State ZIP	Purpose of Disbursement Tina Goldberg, House candidate, 4th (State) Disbursement for <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (Specify)	Date Disbursed 8/26/94	Amount of Each Disbursement This Period \$250.00 MEMO
7. Full Name, Mailing Address and ZIP Code Smith & Jones Entertainment Co., Inc. 18443 Old County Road City, State ZIP	Purpose of Disbursement Consulting: Dinner-Dance 1994 Disbursement for <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (Specify)	Date Disbursed 8/26/94	Amount of Each Disbursement This Period \$434.70 (In-Kind) See Allocation Below
8. Full Name, Mailing Address and ZIP Code Jim Garret for Senate Campaign 339 S. Windsor Lane City, State ZIP	Purpose of Disbursement Jim Garret, Senate candidate (State) Disbursement for <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (Specify)	Date Disbursed 8/26/94	Amount of Each Disbursement This Period \$217.35 MEMO
9. Full Name, Mailing Address and ZIP Code Goldberg for Congress 94 9447 Marketplace Avenue City, State ZIP	Purpose of Disbursement Tina Goldberg, House candidate, 4th (State) Disbursement for <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (Specify)	Date Disbursed 8/26/94	Amount of Each Disbursement This Period \$217.35 MEMO

